



## CHANGE OF ZONE APPLICATION

Application #: \_\_\_\_\_ Date: \_\_\_\_\_

Parcel No: \_\_\_\_\_

Address of Site: \_\_\_\_\_

Legal Description \_\_\_\_\_

Applicants Name: \_\_\_\_\_

Address: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone # \_\_\_\_\_ Email \_\_\_\_\_ Fax# \_\_\_\_\_

Engineer \_\_\_\_\_ Phone # \_\_\_\_\_ Fax # \_\_\_\_\_

Email \_\_\_\_\_ Contact person Email \_\_\_\_\_

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**Fee Schedule:** \$250.00 Planning Commission Determination for projects 1 acre and less, plus \$50.00 for each additional acre<sup>ab</sup>

### **Explanation of Zoning Change Request**

1. What is the existing use of the property: \_\_\_\_\_
2. What is the reason for requesting a change of zoning? (Proposed use of property) \_\_\_\_\_
3. What is the estimated development/completion schedule? \_\_\_\_\_

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<sup>a</sup> This fee includes 1-hour of Engineer fees (no refund for projects taking less than 1-hour).

<sup>b</sup> Engineering fee in excess of 1-hour will be reimbursed by the applicant monthly to the City for the actual cost. A financial guarantee shall be made to the City through an escrow agreement, cash deposit or payment bond in the amount of amount of \$500.00 (due at the time of application). Upon final completion of the project, this guarantee will be refunded to the applicant upon final approval of the City and payment of the final engineering bill.